

**DATE:**



**Book Proposal Form**  
**For Volumes Based on Chapman Conferences Only**  
AMERICAN GEOPHYSICAL UNION  
2000 Florida Ave. NW Washington, D.C. 20009

**Title:**

**Date:**

**Place:**

**Conveners:**

Please submit this form to the AGU books department along with a draft table of contents and a brief description of the scope and nature of the proposed volume. A copy of the list of presenters and their topics and the subject and objectives from the conference proposal can be used. Refer to the Information for Proposers before completing this form. Acquisitions: Colleen Matan, [cmatan@agu.org](mailto:cmatan@agu.org), 202-777-7529.

**A. PROPOSER**

Name (please include middle name)

Birthdate (Library of Congress CIP requirement):

Affiliation:

Mailing Address:

Telephone:

Mobile Phone:

Fax:

E-mail:

Telex:

Name of the editor or author who will be the AGU's main contact for the book project, if different from above.

**B. BOOK DESCRIPTION**

1. How do you plan to develop the proposed volume so that it will be a cohesive book?
2. How will the proposed volume differ from the Conference? (AGU Books publishes monographs derived from conferences, but not conference proceedings per se.) Please be specific.

The final book title will be selected after the preface and table of contents are final.

3. What is the outstanding feature of this volume?
4. Is the proposed volume to be made up entirely of new research?  
\_\_\_\_\_ Yes    \_\_\_\_\_ No  
If no, what percentage of the volume will consist of review papers or already published materials?    \_\_\_\_\_ %
5. Who will edit the volume? AGU requires that at least one of the editors was not involved in the organization of the conference. Who is this editor?
6. Describe the proposed peer review process.
7. Have the papers or major parts of them been published previously?  
\_\_\_\_\_ Yes    \_\_\_\_\_ No  
If yes, where:

8. What is the proposed time schedule? (AGU's goal is to publish within a year of the meeting.)

\_\_\_\_\_ Date manuscript or individual chapters will be ready for peer review.

\_\_\_\_\_ Date peer review will be completed and revised manuscripts and front matter will be sent to AGU for production.

### C. PRODUCTION INFORMATION

1. AGU requires that proposals be peer-reviewed before a publishing decision is made. Please suggest colleagues not associated with this proposal who are qualified to review it.

2. Who will prepare camera-ready copy? (AGU will provide specifications for the preparation of camera-ready copy.)

\_\_\_\_\_ a) individual authors                      \_\_\_\_\_ b) volume editor

3. Estimate the maximum and minimum number of double-spaced MANUSCRIPT pages (including any tables, figure captions, references, appendix, but excluding the figures themselves):

\_\_\_\_\_Maximum                      \_\_\_\_\_Minimum

What is the basis for the page estimate?

4. Estimate the maximum and minimum number of figures:

\_\_\_\_\_Maximum                      \_\_\_\_\_Minimum

5. Estimate the maximum and minimum number of BOOK pages (add totals from 3 and 4 and divide by two):

\_\_\_\_\_Maximum                      \_\_\_\_\_Minimum

6. Will there be special features such as an index, color printing or foldout pages? Will there be any electronic features? Please describe.

Charges for color separation and printing will be determined on a case by case basis. Color charges and charges for printing foldouts are billed directly to the author. Authors requesting color film separations, color printing, or foldouts are required to sign an agreement to pay the costs before the monograph goes into production. Contact AGU Books department for more information.

#### **D. MARKET ASSESSMENT**

1. Describe the readers of your book. For what organizations and in what countries would they work? What journals would they read? To which membership organizations would they belong?
2. To which AGU sections would they belong? Please list the top three in decreasing order of importance. (AGU sections are Atmospheric Chemistry, Atmospheric Physics & Climates, Geodesy, Geomagnetism & Paleomagnetism, Hydrology, Biological Oceanography, Marine Geochemistry, Marine Geology & Geophysics, Physical Oceanography, Planetology, Seismology, Magnetospheric Physics, Aeronomy, Tectonophysics, and Volcanology, Geochemistry, & Petrology.)
3. What other books published by AGU would the readers of your volume have read in the last seven years?
4. Name any other books on the same or related subjects recently published by another publisher. How does your book differ from these volumes?
5. Please estimate the total number of book sales you project. \_\_\_\_\_.  
  
On what information did you base this number?
6. Please indicate any possible special or bulk sales. Whom should AGU contact?

7. List publications in the order of importance that should receive a copy of the book for review.
8. List professional conferences where the book or promotional materials should be exhibited.
9. Please list the professional associations and societies of which you are a member.
10. Please name (and give contact information for) any highly influential individuals—scientists, educators, policy makers, etc. —who would help us promote the book to their peers.

**Remember to attach the draft table of contents, a description of the nature and scope of the book, the appropriate editor CV's, and any additional information such as sample chapters, lists of conference participants, technical conference justifications that AGU should have. For books arising from conferences, how the monograph will differ from the conference should be discussed in the nature and scope of the book.**

**Return to:**

Colleen Matan  
Book Acquisitions  
American Geophysical Union  
2000 Florida Avenue, NW  
Washington, DC 20009

**Questions:**

[cmatan@agu.org](mailto:cmatan@agu.org)  
800-966-2481, Ext. 529  
202-777-7529